AYDIN ADNAN MENDERES UNIVERSITY
COURSE INFORMATION FORM

Course Title	Human Resource Planning						
Course Code	İK401		Couse Level		First Cycle (Bachelor's Degree)		
ECTS Credit	6	Workload	151 *(Hours)*	Theory	3	Practice	0	Laboratory	0
Objectives of the Course	It is aimed to explain the determination, plannning of the need of human resource in organizations and the process of staff supply within this framework.						
Course Content	Models and Strategies of Personnel Supply, the meaning, evolution and implementation of planning, job analysis, internal and external supply sources						
Work Placement	N/A						
Planned Learning Activities and Teaching Methods			Explanation (Presentation), Discussion, Individual Study				
Name of Lecturer(s)	Prof. Cemal İYEM						

Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	70

Recommended or Required Reading

1	Monica BELCOURT ve Ken MCBEY, Strategic Human Resources Planning, Nelson College Indigenous, 2006.

Week	Weekly Detailed Course Contents	
1	Theoretical	Introduction
2	Theoretical	The Concept of Planning, Human Resource Planning and Characteristics
3	Theoretical	Human Resource Planning
4	Theoretical	Strategic Human Resource Planning
5	Theoretical	Objectives of Human Resource Planning
6	Theoretical	Job Analysis in Human Resource Planning
7	Theoretical	The Process of Human Resource Planning
8	Theoretical	Problems in Manpower Planning
9	Intermediate Exam	Midterms
10	Intermediate Exam	Midterms
11	Theoretical	Endogenous and Exogenous in Human Resource Planning
12	Theoretical	Facilities of Human Resource Planning
13	Theoretical	Norm Permanent in Human Resource Planning
14	Theoretical	Norm Permanent in Turkey
15	Theoretical	General Evaluation of the Course

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	13	2	3	65
Individual Work	13	0	2	26
Midterm Examination	1	27	1	28
Final Examination	1	31	1	32
			Total Workload (Hours)	151
			[Total Workload (Hours) / 25*] = **ECTS**	6

*25 hour workload is accepted as 1 ECTS

Learning Outcomes

1	Students can learn the definition of planning.
2	Students recognize the importance of human resource for organizations.

3	Students can learn the establishment and development of strategic HR planning.
4	The Process of Human Resource Planning.
5	Students learn how to conduct job analysis for HR planning.
6	Students learn the process of internal and external supply within the context of planning.

Programme Outcomes *(Human Resources Management)*

1	Having adequte scientific knowledge of Human Resources Management, basic business concepts and other social sciences
2	Thinking critically and analytically
3	Having knowledge of communication and information technologies
4	In-depth understanding of the research process and application of a range of research techniques into studies, researches and projects
5	In-depth understanding of usage of Human Resources Management and other social sciences theoretical and applied knowledge together.
6	Ability to interpret basic Business concepts from Human Resource Management perspective
7	Ability to implement basic HRM responsibilities in institutions such as HR Planning and staffing, labor relations, occupational healthy and safety, training planning, performance and rewards management, career planning, employment and interview techniques and legal HR issues
8	Implementing quality process approach into HRM process by considering institutional development, internal and external customer satisfaction; in case of need, having sense of responsibility making contribution for problem solving and continuous development and process excellence ability by problem identification, goal setting, reorganisation and change management skills
9	Management of resources and assets by considering budgetary, financial and legal issues; management of projects/operations with the ability of planning, implementation, and auditing; Having skills on management of self and other people
10	Enriching result oriented working approach with continous learning approach
11	Strong oral and written communication skills and ability to present ideas and information effectively
12	Monitor and communicate with colleagues in a foreign language using at least the European Language Portfolio B1 General Level
13	Ability to work with people of various cultural and educational background by valuing team work, developing emphathy and listening skills
14	Being conscious on social, academic and professional ethical values
15	Development of critical theoretical appreciation of ´how´, ´why´ and ´where´ HRM contributes to and supports employee and societal development, and implementing these approach for applied and graduate projects and working life

Contribution of Learning Outcomes to Programme Outcomes *1:Very Low, 2:Low, 3:Medium, 4:High, 5:Very High*

	L1	L2	L3	L4	L5	L6
P1	1	5	1	5	2	1
P2	2	2	2	2	3	2
P3	3	2	2	3	4	3
P4	5	2	3	2	5	4
P5	2	2	4	3	2	5
P6	5	3	5	4	1	5
P7	5	4	5	5	2	2
P8	2	5	5	2	2	1
P9	3	5	3	1	3	3
P10	3	5	1	4	3	2
P11	3	2	2	3	2	2
P12	4	2	2	2	2	4
P13	5	2	2	1	3	5
P14	2	2	2	3	3	3
P15	2	3	3	2	2	2